



***ROANOKE CITY COUNCIL
SPECIAL SESSION***

***MAY 13, 2002
2:00 P.M.***

COUNCIL CHAMBER

AGENDA FOR THE COUNCIL

Call to Order – Roll Call.

The invocation will be delivered by Mayor Ralph K. Smith.

The Pledge of Allegiance to the Flag of the United States of America will be led by Mayor Smith.

Welcome. Mayor Smith.

NOTICE:

Today's special meeting will be televised live on RVTv Channel 3. The meeting will be replayed on Channel 3 on Wednesday, May 15, 2002, at 7:00 p.m., and Sunday, May 19, 2002, at 4:00 p.m. Closed captioning for the hearing impaired will not be offered for today's meeting.

Statement of Purpose. Mayor Smith.

Introduction and Consideration of Ordinances and Resolutions:

1. A Certificate of the Director of Finance advising that funds required for the 2002-2003 General Fund, Water Fund, Sewage Treatment Fund, Civic Center Fund, Transportation Fund, Capital Projects Fund, Department of Technology Fund, Materials Control Fund, Management Services Fund, Fleet Management Fund, Risk Management Fund, School Fund, School Food Service Fund and Grant Fund budgets will be available for appropriation.
2. An Ordinance adopting the annual General Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
3. An Ordinance adopting the annual Water Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
4. An Ordinance adopting the annual Water Pollution Control Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
5. An Ordinance adopting the annual Civic Facilities Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

6. An Ordinance adopting the annual Parking Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
7. An Ordinance adopting the annual Capital Projects Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
8. An Ordinance adopting the annual Department of Technology Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
9. An Ordinance adopting the annual Fleet Management Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
10. An Ordinance adopting the annual Risk Management Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
11. An Ordinance adopting the annual School Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
12. An Ordinance adopting the annual School Food Service Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.
13. An Ordinance adopting a portion of the annual Grant Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

14. An Ordinance to adopt and establish a Pay Plan for officers and employees of the City, effective July 31, 2002; providing for certain salary adjustments and merit increases; authorizing annual salary increments for certain officers and employees for use of private motor vehicles; authorizing annual salary increments for sworn police officers assigned to the Criminal Investigation Division; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are certified as Emergency Medical Technicians; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are members of the Regional Hazardous Materials Response Team; providing for continuation of a police career enhancement program; providing for continuation of a Firefighter/Emergency Medical Technician merit pay program; providing for payment of a monthly stipend to certain board and commission members; repealing Ordinance No. 35344-050701, adopted May 7, 2001, to the extent of any inconsistency; and providing for an emergency and effective date.
15. A Resolution authorizing the City Manager to submit an approved Annual Update to the Consolidated Plan for FY 2002-2003 to the United States Department of Housing and Urban Development (HUD) for final review and approval, and authorizing execution of the appropriate documents for acceptance of such funding.
16. A Resolution endorsing the update to the Capital Improvement Program submitted by the City Manager and Director of Finance by letter of May 13, 2002.
17. An Ordinance amending Section 32-217, Levied rate, Article IX, Admissions tax, Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, to increase the admissions tax on the stated admission charge to any place of amusement or entertainment from 5 per cent to 6.5 per cent, effective July 1, 2002.
18. An Ordinance amending certain fees and charges, establishing certain new fees and charges with regard to subdivision and zoning fees, and amending the Fee Compendium, effective July 1, 2002.

19. An Ordinance amending certain fees and charges with regard to sign permits, amending the Fee Compendium, effective July 1, 2002.
20. An Ordinance amending Section 32-192, Preparation and sale of stamps generally, Article VIII, Cigarette tax, Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, to eliminate the discount for local cigarette dealers with respect to the purchase of tax stamps as currently provided in that section, effective July 1, 2002.
21. An Ordinance repealing Section 32-291, Discount, Article XIV, Tax on Prepared Food and Beverage, Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, to eliminate the discount currently provided for sellers as compensation for the collection of taxes imposed by this Article, effective July 1, 2002.
22. An Ordinance amending Chapter 1, General Administration, Code of the City of Roanoke (1979), as amended, by the addition of a new Section 1-21, Courtroom security assessment, providing for assessment by the City of a fee to provide funding of courthouse security personnel, pursuant to Section 53.1-120, Code of Virginia (1950), as amended, effective July 1, 2002.
23. An Ordinance amending Chapter 1, General Administration, of the Code of the City of Roanoke (1979), as amended, by the addition of a new Section 1-22, Jail processing fee, providing for assessment by the City of a fee to provide funding to defray the costs incurred by the Sheriff's Department in processing arrested persons into local jails, pursuant to Section 15.2-1613.1, Code of Virginia (1950), as amended, effective July 1, 2002.
24. An Ordinance amending Chapter 2, Administration, Article VIII, Finance generally, Code of the City of Roanoke (1979), as amended, by the addition of a new Section 1-178.3, Recovery of administrative costs, providing for collection by the City of certain administrative costs associated with collection, pursuant to the Setoff Debt Collection Act on any debt owed the City, such fee not to exceed \$25.00, pursuant to Section 58.1-520.1, Code of Virginia (1950), as amended, effective July 1, 2002.

25. An Ordinance amending Chapter 2, Administration, Article VIII, Finance generally, Code of the City of Roanoke (1979), as amended, by the addition of a new Section 2-178.4, Assessment of delinquent taxpayers for administrative costs, providing for collection by the City of certain administrative costs to be assessed against delinquent taxpayers to defray costs associated with the collection process, pursuant to Section 58.1-3958, Code of Virginia (1950), as amended; and amending Section 33-22, Accounting for abatement costs, Article II, Weed and trash abatement, Chapter 33, Vegetation and Trash, with respect to charges for administrative costs incurred in trash abatement, effective July 1, 2002.
26. An Ordinance amending Section 32-19, Penalty and interest on delinquencies - Generally, Article II, Real Estate Taxes Generally, Division II, Generally, Chapter 32, Taxation, Code of the City of Roanoke (1979), as amended, to change the time of commencement for calculating interest on delinquent real estate taxes from July first of the tax year next following that for which such taxes are assessed to the first day of the month following the month in which such taxes are due, effective July 1, 2002.
27. An Ordinance amending and reordaining subsection (e) of Section 20-76, Parking spaces reserved for persons with disabilities, and Section 20-89, Penalties for unlawful parking, Code of the City of Roanoke (1979), as amended, the amended sections to provide for the increase of certain penalties and the adjustment of certain others for unlawful parking within the City of Roanoke, effective July 1, 2002.
28. A Resolution amending certain fees and charges with regard to fire safety reinspections, amending the Fee Compendium, effective July 1, 2002.
29. A Resolution amending certain fees and charges with regard to fireworks and bonfire permits, amending the Fee Compendium, effective July 1, 2002.
30. A Resolution amending certain fees and charges with regard to fire system false alarms, amending the Fee Compendium, effective July 1, 2002.

31. A Resolution amending certain fees and charges with regard to refuse collection service for the Central Business District and Commercial Districts outside the Central Business District, amending Fee Compendium, effective July 1, 2002.
32. A Resolution establishing a certain new fee and charge with regard to elevator permits, amending the Fee Compendium, effective July 1, 2002.
33. A Resolution amending certain fees and charges, establishing certain new user fees and charges, in connection with use of Carvins Cove Natural Reserve, amending the Fee Compendium, effective July 1, 2002.
34. An Ordinance amending the fee for review of erosion and sediment control plans, amending the Fee Compendium, effective July 1, 2002.
35. An Ordinance providing for certain supplemental benefits under the City of Roanoke Pension Plan to certain members of such Plan and certain of their surviving spouses, effective July 1, 2002.
36. A Resolution paying tribute to the town and the townspeople of Crescent City, Florida.

Adjournment.

CITY OF ROANOKE
DEPARTMENT OF FINANCE

215 Church Avenue, S.W. Room 461

P.O. Box 1220

Roanoke, VA 24006-1220

Telephone: (540) 853-2821

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May 13, 2002

TO: Honorable Mayor and Members of City Council

FROM: Jesse A. Hall, Director of Finance

SUBJECT: Certification of Funding

I, Jesse A. Hall, Director of Finance of the City of Roanoke, in accordance with paragraphs (h) and (i) of Section 25.1 of the Charter of the City of Roanoke, do hereby certify that funds required for the 2002 - 2003 General Fund, Water Fund, Water Pollution Control Fund, Civic Facilities Fund, Parking Fund, Capital Projects Fund, Department of Technology Fund, Fleet Management Fund, Risk Management Fund, School Fund, School Food Service Fund and Grant Fund budgets will be available for appropriation.


Director of Finance

JAH/pac

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual General Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the General Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a General Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

General Property Taxes	\$ 78,340,707
Other Local Taxes	59,301,164
Permits, Fees and Licenses	1,030,694
Fines and Forfeitures	1,116,350
Revenue from Use of Money and Property	1,082,729
Grants-in-Aid Commonwealth	45,687,395
Grants-in-Aid Federal Government	34,300
Charges for Current Services	6,655,980
Miscellaneous	295,045
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Total Revenues	<u>\$ 193,544,364</u>

Appropriations

Treasurer	\$ 821,496
Clerk of Circuit Court	1,096,897
Juvenile and Domestic Relations Court Services	1,487,679
Juvenile and Domestic Relations Court Clerk	29,786
Magistrate	3,697
General District Court	28,586
Circuit Court	255,120

Commissioner of the Revenue	\$	923,521
Sheriff	\$ 1,926,268	
Jail	<u>9,202,018</u>	11,128,286
Commonwealth's Attorney	\$ 1,177,712	
Cost Collections Unit	<u>69,745</u>	1,247,457
City Council		237,504
City Attorney		726,397
City Clerk		473,718
Real Estate Valuation	\$ 957,580	
Board of Equalization	<u>21,090</u>	978,670
Municipal Auditing		450,342
Department of Finance	\$ 1,609,356	
Office of Billings and Collections	<u>1,236,628</u>	2,845,984
Residual Fringe Benefits		1,431,024
Miscellaneous		100,000
Transfers to School Fund		46,716,745
Transfers to Debt Service Fund		16,847,042
Transfers to Other Funds		5,045,239
Electoral Board		297,088
Office of Communications		330,207
City Manager		700,776
Memberships and Affiliations		2,036,465
Personnel Lapse		(1,198,438)
Contingency		659,356
Environmental and Emergency Management		205,038
Roanoke Arts Commission		289,112
Economic Development		599,500
Department of Management and Budget		839,824
Human Resources	\$ 1,018,972	
Occupational Health Clinic	<u>334,997</u>	1,353,969
E911 Center	\$ 1,964,237	
E911 Wireless	187,681	
Telecommunications	<u>520,752</u>	2,672,670

Director of General Services	\$ 122,476	
Management Services	99,363	
Purchasing	<u>221,876</u>	443,715
Building Maintenance	\$ 3,176,809	
Custodial Services	<u>1,070,122</u>	4,246,931
Fire Administration	\$ 712,137	
Fire Support	629,670	
Fire Operations	11,704,386	
Fire Airport Rescue	757,534	
Emergency Medical Services	<u>2,131,436</u>	15,935,163
Director of Public Works	\$ 236,032	
Solid Waste Management	5,860,952	
Transportation - Streets and Traffic	3,945,710	
Transportation - Paving	1,752,872	
Transportation - Snow Removal	208,328	
Transportation - Street Lighting	942,614	
Transportation - Engineering & Operations	1,319,372	
Engineering	<u>1,471,487</u>	15,737,367
Planning and Development	\$ 1,030,449	
Building Services	<u>711,867</u>	1,742,316
Neighborhood Partnership	\$ 172,280	
Citizens Service Center	92,870	
Housing and Neighborhood Services	<u>1,036,063</u>	1,301,213
Parks	\$ 2,814,628	
Parks & Recreation Administration	1,084,938	
Community Education	233,692	
Recreation	<u>1,147,672</u>	5,280,930
Director of Human Services/Social Services	\$ 1,000,029	
Income Maintenance	4,791,833	
Social Services - Services	9,070,430	
Employment Services	1,221,604	
Foster Parent Training	134,571	
Human Services Support	<u>155,887</u>	16,374,354

Virginia Institute for Social Services		
Training Activities	\$	319,639
Hospitalization		84,399
Youth Haven	\$	515,191
Outreach Detention		171,100
Crisis Intervention		<u>533,272</u>
		1,219,563
Health Department		1,140,853
Mental Health		409,428
Human Services Committee		484,264
Total Action Against Poverty		220,335
Comprehensive Services Act (CSA)		8,400,000
CSA - Administration		62,111
Virginia Cooperative Extension Service		67,636
Police Administration	\$	420,956
Police Investigation		2,593,950
Police Patrol		9,277,407
Police Services		2,775,124
Police Training		546,673
Police Animal Control		<u>430,418</u>
		16,044,528
Libraries	\$	2,255,530
Law Library		<u>113,332</u>
		2,368,862
Total Appropriations	\$	<u><u>193,544,364</u></u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That the Director of Finance be, and he is hereby authorized and directed to transfer between accounts such appropriations for salaries and wages for the labor force as may be necessary to cover cost of labor performed by one department for another.

4. That this ordinance shall be known and cited as the 2002-03 General Fund Appropriation Ordinance; and

5. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Water Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Water Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Water Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$12,888,295
Non-Operating	<u>358,000</u>
Total Revenues	<u>\$13,246,295</u>

Appropriations

Utility Administration	\$ 332,888
General Operating Expenses	3,208,731
Water Pumping Station and Tanks	718,472
Water Purification	2,043,606
Utility Line Services	3,287,427
Depreciation	1,671,979
Interest Expense	1,085,655
Capital Outlay	<u>897,537</u>
Total Appropriations	<u>\$13,246,295</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Water Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Water Pollution Control Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Water Pollution Control Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Water Pollution Control Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 10,228,000
Non-Operating	<u>170,200</u>
Total Revenues	<u>\$ 10,398,200</u>

Appropriations

Administration	\$ 2,211,645
Maintenance	1,267,534
Operations	2,512,122
Laboratory	283,745
Lateral Maintenance and Replacement	1,913,110
Depreciation	1,765,654
Interest Expense	<u>744,390</u>
Total Appropriations	<u>\$ 10,698,200</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Water Pollution Control Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Civic Facilities Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Civic Facilities Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Civic Facilities Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 4,090,038
Non-Operating	<u>1,190,185</u>
Total Revenues	<u>\$ 5,280,223</u>

Appropriations

Operating Expenses	\$ 2,913,369
Promotional Expenses	605,251
Concessions	663,150
Catering	224,143
Victory Stadium	260,671
Depreciation	515,031
Capital Outlay	278,635
Interest	99,174
Non-Operating	69,330
Civic Center Renovations Phase II	<u>106,500</u>
Total Appropriations	<u>\$ 5,735,254</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Civic Facilities Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Parking Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Parking Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Parking Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 2,287,172
Non-Operating	<u>30,450</u>
Total Revenues	<u>\$ 2,317,622</u>

Appropriations

Parking Coordination	\$ 33,577
Century Station Parking Garage	184,006
Williamson Road Parking Garage	325,250
Market Square Parking Garage	212,957
Church Avenue Parking Garage	343,244
Tower Parking Garage	400,554
Gainsboro Parking Garage	226,507
Church Avenue Surface Lot	45,000
Bullitt Avenue Surface Lot	22,500
Salem Avenue Surface Lot	11,500
Gainsboro Surface Lot	42,470

Norfolk Avenue Surface Lot	\$ 18,980
Williamson Road Surface Lot	11,380
Interest Expense	<u>560,246</u>
 Total Appropriations	 <u>\$ 2,438,171</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Parking Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting a portion of the annual Capital Projects Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That the money that shall be paid into the City Treasury for the Capital Projects Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a portion of the Capital Projects Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Transfer from General Fund	\$ 757,640
Total Revenues	<u>\$ 757,640</u>

Appropriations

Bridge Maintenance	\$ 150,000
Fire/EMS Facility Improvement Program	147,640
NPDES Phase II – Stormwater Management	150,000
Transportation Projects	<u>310,000</u>
Total Appropriations	<u>\$ 757,640</u>

2. That this Ordinance shall be known and cited as the 2002-03 Capital Projects Fund Appropriation Ordinance; and

3. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Department of Technology Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Department of Technology Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Department of Technology Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 4,047,741
Non-Operating	<u>456,002</u>
Total Revenues	<u>\$ 4,503,743</u>

Appropriations

Operating Expenses	\$ 3,366,924
Depreciation Expense	765,960
Interest Expense	8,667
Capital Outlay	<u>212,951</u>
Total Appropriations	<u>\$ 4,354,502</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Department of Technology Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Fleet Management Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Fleet Management Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Fleet Management Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 3,586,094
Non-Operating	<u>929,520</u>
Total Revenues	<u>\$ 4,515,614</u>

Appropriations

Operating Expenses	\$ 2,243,184
Capital Outlay	1,587,000
Interest Expense	77,655
Depreciation Expense	<u>2,105,000</u>
Total Appropriations	<u>\$ 6,012,839</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Fleet Management Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual Risk Management Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the Risk Management Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a Risk Management Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Operating	\$ 11,015,570
Non-Operating	<u>215,000</u>
Total Revenues	<u>\$ 11,230,570</u>

Appropriations

Risk Management Administration	\$ 1,111,710
Risk Management – Other Expenses	<u>11,289,386</u>
Total Appropriations	<u>\$ 12,401,096</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Risk Management Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

AHS

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual School Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the School Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a School Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Grants-in-Aid Commonwealth	\$ 43,236,695
State Sales Tax (ADM)	9,226,504
Grants-in-Aid Federal Government	115,298
Charges for Services	2,027,968
Transfer from General Fund	46,716,745
Interest on Investments	<u>100,000</u>
 Total Revenues	 <u>\$101,423,210</u>

Appropriations

Instruction	\$ 77,448,308
Administrative Services	2,593,056
Attendance and Health Services	1,386,763
Transportation	4,005,055
Operation/Maintenance of Plant	10,605,764
Facilities	388,805
Other Uses of Funds	<u>4,995,459</u>
 Total Appropriations	 <u>\$101,423,210</u>

2. That this Ordinance shall be known and cited as the 2002-03 School Fund Appropriation Ordinance; and

3. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

AHS

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting the annual School Food Service Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That all money that shall be paid into the City Treasury for the School Food Service Fund in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a School Food Service Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Grants-in-Aid Commonwealth	\$ 84,464
Grants-in-Aid Federal Government	2,747,730
Charges for Services	<u>1,689,923</u>
Total Revenues	<u>\$ 4,522,117</u>

Appropriations

Food Services	<u>\$ 4,522,117</u>
Total Appropriations	<u>\$ 4,522,117</u>

2. That this Ordinance shall be known and cited as the 2002-03 School Food Service Fund Appropriation Ordinance; and

3. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE adopting a portion of the annual Grant Fund Appropriation of the City of Roanoke for the fiscal year beginning July 1, 2002, and ending June 30, 2003; and declaring the existence of an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. That the money that shall be paid into the City Treasury for the Grant Fund for the Virginia Juvenile Community Crime Control Act in the fiscal year beginning July 1, 2002, and ending June 30, 2003, shall constitute a portion of the Grant Fund and that as much of the same as may be necessary be, and the same is hereby appropriated to the following uses and purposes, to-wit:

Revenues

Virginia Juvenile Community Crime Control Act Transition	\$ 88,673
Virginia Juvenile Community Crime Control Act	<u>91,000</u>
Total Revenues	<u>\$ 179,673</u>

Appropriations

Virginia Juvenile Community Crime Control Act Transition	\$ 88,673
Enhanced Community Services - Court Services Unit	<u>91,000</u>
Total Appropriations	<u>\$ 179,673</u>

2. That all salaries and wages covered by the Pay Plan, paid from the appropriations herein, shall be paid in accordance with the provisions thereof;

3. That this Ordinance shall be known and cited as the 2002-03 Grant Fund Appropriation Ordinance; and

4. That in order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this Ordinance shall be in full force and effect on and after July 1, 2002.

ATTEST:

City Clerk.

WMH
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE to adopt and establish a Pay Plan for officers and employees of the City effective July 31, 2002; providing for certain salary adjustments and merit increases; authorizing annual salary increments for certain officers and employees for use of private motor vehicles; authorizing annual salary increments for sworn police officers assigned to the Criminal Investigation Division; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are certified as Emergency Medical Technicians; authorizing annual salary increments for certain members of the Fire-Emergency Medical Services Department who are members of the Regional Hazardous Materials Response Team; providing for continuation of a police career enhancement program; providing for continuation of a Firefighter/Emergency Medical Technician merit pay program; providing for payment of a monthly stipend to certain board and commission members; repealing Ordinance No. 35344-050701, adopted May 7, 2001, to the extent of any inconsistency; and providing for an emergency and effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Pursuant to §2-69, Code of the City of Roanoke (1979), as amended, there is hereby adopted by the Council and made applicable to all classified officers and employees of the City on July 31, 2002, the Pay Plan hereinafter set out in its entirety, which shall read and provide as follows:

CITY OF ROANOKE, VIRGINIA

PAY PLAN
July 31, 2002

Pay Grade	Minimum Annual Salary	Maximum Annual Salary
04	\$16,686.80	\$25,030.46
05	17,521.40	26,282.10
06	18,834.92	28,252.38
07	20,289.36	30,434.30
08	22,416.94	33,625.54
09	24,770.20	37,155.30
10	27,373.06	41,059.72
11	29,301.22	43,951.96
12	32,670.56	49,005.84
13	36,428.60	54,642.90
14	40,616.94	60,925.28
15	45,288.10	67,932.28
16	51,156.30	76,734.58
17	57,039.06	85,558.72
18	63,598.34	95,397.38
19	71,792.50	107,688.62
20	80,048.54	120,072.94
21	89,254.10	133,881.28

2. The Pay Plan adopted by this Ordinance shall remain in effect until amended by Council.

3. Pursuant to §2-68, Code of the City of Roanoke (1979), as amended, effective July 31, 2002, the City Manager shall promulgate and cause to be distributed among the officers and employees of the City a Classification Plan, consisting of a plan of classification assigning a pay grade and pay range in accordance with this Ordinance and class code to each position in the classified service of this City.

4. Merit increases, generally in the amount of three percent (3.0%) of the employees' current base salary, shall be accorded officers and employees achieving satisfactory merit evaluations. For officers and employees appointed or hired after July 1, 2001, merit increases shall be prorated based on number of pay periods served pursuant to policies and procedures promulgated by the City Manager.

5. If, after any applicable salary increases provided for in this Ordinance, any officer's or employee's salary is below the applicable minimum for his pay range, such officer's or employee's annual base salary shall be adjusted to the applicable minimum.

6. Annual salary increments payable on a bi-weekly basis are provided for the hereinafter set out job classifications which require the incumbent to privately own or lease a motor vehicle routinely used in the course of conducting City business as follows:

<u>POSITION TITLE</u>	<u>ANNUAL SALARY INCREMENT</u>
Appraiser I	\$ 1,620.00
Appraiser II	\$ 1,620.00

<u>POSITION TITLE</u>	<u>ANNUAL SALARY INCREMENT</u>
Assistant City Managers (unless City Manager has assigned a City vehicle to the individual Assistant)	\$ 1,800.00
Assistant Director of Civic Facilities	\$ 990.00
City Attorney	\$ 2,000.00
City Clerk	\$ 2,000.00
Community Relations Coordinator	\$ 1,080.00
Deputy Director of Real Estate Valuation	\$ 1,620.00
Director of Civic Facilities	\$ 990.00
Director of Finance	\$ 2,000.00
Director of Human Services/Social Services	\$ 990.00
Director of Real Estate Valuation	\$ 2,000.00
Municipal Auditor	\$ 2,000.00
Senior Appraiser	\$ 1,620.00
Senior Tax Compliance Administrator	\$ 1,300.00
Youth Services Planner	\$ 900.00

If the requirement that any of the foregoing officers or employees own or lease a motor vehicle for routine use in the conduct of City business should be eliminated, then the salary increment established by this Ordinance shall be terminated as of the date of elimination of such requirement.

7. In order to equitably compensate sworn police officers assigned to the Criminal Investigation Division and in lieu of provision by the Police Department of uniforms and accessories, each such officer shall be accorded an annual salary increment of \$600.00 payable on a bi-weekly basis as a uniform allowance.

8. Each employee of the Fire-Emergency Medical Services Department hired by the City as a Firefighter prior to April 18, 1991, who has received Emergency Medical Technician certification and actively participates in the City's First Responder Program shall be accorded an annual salary increment of \$1,200 payable on a bi-weekly basis.

9. Each employee of the Fire-Emergency Medical Services Department who has been certified to either the Specialist or Technician level for the handling of hazardous materials and who is a member of the Regional Hazardous Materials Response Team shall be accorded an annual salary increment of \$1,200 payable on a bi-weekly basis.

10. The City Manager is authorized to continue a police career enhancement program to provide pay incentives to police officers below the supervisory level. Such program may include consideration for training, formal education, experience, and specialized assignments. The annual pay supplement shall range from \$915 to \$4,084 payable on a bi-weekly basis.

11. The City Manager is authorized to continue a merit pay program for Firefighter/Emergency Medical Technicians who attain a cardiac technician certificate. The annual pay supplement shall be in the amount of \$1,769 payable on a bi-weekly basis. If a qualified employee is receiving an EMT stipend, pursuant to the provisions of Paragraph 8, above, then the employee shall, in addition to the EMT stipend, receive the difference between such stipend and the merit pay authorized hereby.

12. Effective July 31, 2002, a pay stipend of \$100 per month, or \$1,200 annually, paid bi-weekly, shall be awarded to members of the City Planning

Commission and the Board of Zoning Appeals upon attainment of certification through the Virginia Certified Planning Commissioner Program and the Virginia Certified Board of Zoning Appeals Program, respectively. New appointees will be required to attain certification within one year of the date of appointment

13. When any salary increase provided in paragraphs 4, 10 or 11 of this Ordinance would cause an officer or employee to exceed the maximum annual pay range applicable to such officer's or employee's position, such officer or employee shall receive a salary increase only in such amount as will not exceed the maximum pay range for such officer's or employee's position.

14. To the extent of any inconsistency, Ordinance No. 35344-050701, adopted May 7, 2001, is hereby REPEALED.

15. Any increase in compensation due to any officer or employee due under this ordinance shall be first paid beginning with the paycheck of July 31, 2002.

16. In order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this ordinance shall be in full force and effect on and after July 31, 2002.

ATTEST:

City Clerk.

554
4/22/02

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION authorizing the City Manager to submit an approved Annual Update to the Consolidated Plan for FY 2002-2003 to the United States Department of Housing and Urban Development (HUD) for final review and approval, and authorizing execution of the appropriate documents for the acceptance of such funding.

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires that entitlement localities such as the City of Roanoke submit a 5-Year Consolidated Plan, with Annual Updates, in order to receive Community Development Block Grant (CDBG) funding, HOME Investment Partnership (HOME) funding, and Emergency Shelter Grant (ESG) funding;

WHEREAS, the current 5-Year Consolidated Plan for the City of Roanoke will expire on June 30, 2002;

WHEREAS, citizen input has been received and considered on three occasions: January 10, March 28 and April 29, 2002, on the 5-Year Consolidated Plan; and

WHEREAS, the Plan must be approved by this Council and received by HUD by May 15, 2002, to ensure timely receipt of new entitlement funds.

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that the City Manager, or the City Manager's designee, is hereby authorized, for and on behalf of the City, to submit the approved 5-Year Consolidated Plan to HUD for review and approval, and

to execute the appropriate documents with HUD for receipt of such entitlement funds, said documents to be approved as to form by the City Attorney.

ATTEST:

City Clerk.



May 13, 2002

Honorable Ralph K. Smith, Mayor
 Honorable William H. Carder, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable C. Nelson Harris, Council Member
 Honorable W. Alvin Hudson, Council Member
 Honorable William White, Sr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Approval of the 2002-2003
 Consolidated Plan Annual
 Update

Background:

In order to receive Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Shelter Grant (ESG) funding, the U.S. Department of Housing and Urban Development (HUD) requires that entitlement localities such as the City of Roanoke submit a 5-year Consolidated Plan and Annual Updates.

Considerations:

On April 11, 2002, City Council received the proposed 2002-03 Annual Update as part of the Recommended Resource Allocation Plan. The draft Annual Update was made available for public review and comment for the 30-day period that began April 11 and ended May 10, 2002. Opportunities for citizen input were provided at three public hearings held January 10, March 28, and April 29, 2002. To ensure that the City's HUD fiscal year begins on July 1, 2002, HUD must receive the Annual Update on May 15, 2002.

The funding for FY 2002-03 would be available from the following sources:

New 2002-03 HUD Entitlements	\$ 3,068,000
Estimated 2002-03 Program Income	450,034
Estimated Prior Year Excess Program Income	316,766
Estimated Prior Year Carry-over	<u>633,432</u>
Total HUD Funds	\$ 4,468,232

The Honorable Mayor and Members of Council
May 13, 2002
Page 2

It is estimated that the \$4.5 million in HUD funds indicated above will leverage as much as an additional \$4.8 million in other public and private funding. Thus, the total investment in the activities included in Annual Update will be approximately \$9.3 million.

Recommended Action:

Authorize the City Manager to submit the 2002-03 Consolidated Plan Annual Update, as abstracted in the attached summary, to HUD for review and approval.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darlene Burcham", written in a cursive style.

Darlene L. Burcham
City Manager

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A Hall, Director of Finance
Frank E. Baratta, Budget Team Leader

CM02-00076

2002/2003 HUD Funding Recommendation

Project Name		Agency	Current	Requested	Recommend
HOMELESS:					
			121,000	154,940	111,000
Emergency Assistance Fund			45,000	35,000	35,000
Roanoke Valley Interfaith Hospitality Network			4,000	25,600	11,000
RAM House			27,000	31,340	15,000
TRUST--Rke Valley Trouble Center			30,000	33,000	25,000
TAP Transitional Living Center			15,000	30,000	25,000
COMMUNITY DEVELOPMENT:					
			3,849,281	7,653,969	4,030,568
BRHDC "SPARC" Down Payment Assistance			0	50,000	50,000
BR Hsg Devel Corp			0		
Connect Four, Phase II			0	1,271,914	648,432
C.A.R.E. & Quick Response to Emergencies			161,250	168,842	168,842
Code Enforcement Housing Repair Program			0	50,000	0
Demolition			90,000	90,000	90,000
Developing Our Urban Neighborhoods			0	25,000	0
Employer Assisted Housing Program			0	150,143	150,143
Empowering Individuals w/ Disabilities			40,000	40,000	40,000
Fair Housing Activities			15,000	25,000	25,000
Greater Gainsboro Development Project			1,179,000	461,060	461,060
Harrison Museum Master Plan Phase I			0	108,743	0
Helping Elderly Live Pleasantly			0	100,000	100,000
Hill Home for Persons with Disabilities			0	153,900	0
Hotel Roanoke 108 Loan Repayment			558,281	552,021	552,021
Individual Dev. Accounts Program			0	34,316	0
Lincoln 2000 Infrastructure			518,000	295,000	295,000
Mini & Neighborhood Dev. Grants			55,000	55,000	55,000
NNEO McCray Court Community Services Bldg			577,750	277,750	277,750
Northwest Building Proposal			0	1,650,000	0
Private Rehabilitation Incentive Program			0	50,000	0
Small Bus. Counseling & Development Prog			0	58,500	25,000
Small Bus. Development Center			125,000	120,700	105,000
Southeast Pilot Project			0	1,150,000	632,320
Southeast Senior Apts. & Shops			0	316,080	0
Venture Out - A Bus. Incubation Affiliates Program			0	150,000	105,000

2002/2003 HUD Funding Recommendation

Project Name	Agency	Current	Requested	Recommend
Washington Pk Housing Assistance	RRHA	530,000	250,000	250,000
HUMAN SERVICES:		318,727	1,174,987	326,664
Apple Ridge Farm Summer Academic Camp	Apple Ridge Farm	26,000	35,000	26,000
Behavioral Health Services	Adolescent Health Part	21,000	69,065	0
Center for Employment Trng. Tech Skills Trng.	TAP	0	188,614	0
CET Pre-Employment Training	TAP	26,000	121,942	25,000
CHIP Team #1	CHIP	12,000	70,404	26,816
Community Conflict Resolution	Conflict Resolution Ctr	14,000	26,270	0
Empowering Individuals w/ Disabilities	BR Ind Living Ctr	14,000	25,000	25,000
FDETC Business Trng. Initiative	FDETC	43,000	58,200	25,000
Girl Scouts Outreach Program	Skyline Girl Scouts	14,000	40,000	0
High Technology Community Resource Lab	High Tech Dev. Corp.	0	81,155	0
Hill St. Home for Persons with Disabilities	Hill St. Dev. Corp.	0	25,000	0
Human Services & Mentoring Project	UM Community Outreach	0	28,000	0
Link-IT Project	HOPE IT, Inc.	0	30,800	0
Presby. Family Services & Pathways	Presby. Community Center	0	60,000	50,000
Project Big Beginnings	Big Brothers/Big Sisters	0	25,000	0
Resource Mothers	Health Dept	28,000	32,237	32,237
Southeast Technology Initiative	Boys & Girls Club	0	38,953	0
Summer Job Trng. Camp/Internship/Food Service	Office on Youth	30,000	50,000	0
West End Center Youth Programs	West End Ctr	27,000	35,000	27,000
YMCA Magic Place at Hurt Pk & Morningside	YMCA	21,727	39,611	39,611
YMCA 21st Century Learning Center	YMCA	23,000	59,736	25,000
YWCA Youth Club	YWCA	19,000	35,000	25,000
GRAND TOTALS		4,289,008	8,983,896	4,468,232
FUNDS AVAILABLE				4,468,232
BALANCE				0

Note: Figures exclude \$109,693 currently available for "Western Va. Revolving Loan Fund" conducted by SW Va Community Development Fund.

WMA
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION endorsing the update to the Capital Improvement Program submitted by the City Manager and Director of Finance by letter of May 13, 2002.

WHEREAS, by letter of May 13, 2002, and the attachments to such letter, the City Manager and Director of Finance have presented an update to the City's 5-Year Capital Improvement Program for Fiscal Years 2003-2007, in the recommended Resource Allocation Plan totaling \$298,192,974. Additions for Fiscal Year 2003 consist of funding for Civic Center Improvements in the amount of \$14,941,020, for Fire/EMS Facility Improvements in the amount of \$947,640, and for the Water Pollution Control Plant in the amount of \$35,000,000, totaling \$50,888,660, which represents an investment in the future of Roanoke and offers the City the opportunity to significantly improve its facilities and physical resources while strengthening the City's economic base;

WHEREAS, the Program will require additional funding totaling \$49,300,000 and the funding recommendation proposed is affordable and consistent with previous discussions by City Council and actions taken by City Council; and

WHEREAS, this Council is desirous of endorsing the recommended update to the City's Capital Improvement Program;

THEREFORE, BE IT RESOLVED by the Council of the City of Roanoke that this Council endorses and concurs in the recommendations of the City Manager and Director of Finance for a certain update to the 5-year Capital Improvement Program for the City of Roanoke for Fiscal Years 2003-2007, and the related funding recommendations, as set out in the letter of the City Manager and Director of Finance, dated May 13, 2001, and the attachments to such report.

ATTEST:

City Clerk.

H:\MEASURES\R-CIP2003-2007



May 13, 2002

Honorable Ralph K. Smith, Mayor
Honorable William H. Carder, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable C. Nelson Harris, Council Member
Honorable W. Alvin Hudson, Council Member
Honorable William White, Sr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Capital Improvement Program Update
for FY 2003-2007

Background:

The Capital Improvement Program (CIP) for Fiscal Years 2003-2007 is a plan recommended for approval by City Council for capital expenditures to be incurred over the next five years in order to address the priority long-term capital needs of Roanoke. The CIP reflects the current status of projects which have previously been approved and funded by City Council plus three new recommended projects, and is a revision to the Fiscal Years 2002-2006 Capital Improvement Program approved by City Council on June 18, 2001.

Considerations:

On April 15, 2002, City Council received the proposed Capital Improvement Program for Fiscal Years 2003-2007 as part of the Recommended Resource Allocation Plan. The Capital Improvement Program Summary Section in this document summarizes projects and shows additional funding required.

The Capital Improvement Program for Fiscal Years 2003-2007 is comprised of capital projects with an estimated cost of project completion totaling \$298,192,974. Three new projects are included in this total that requires additional funding of \$49,300,000:

- Civic Center Improvements - Phase II - \$14,941,020 - General obligation bonds totaling \$14.3 million would be issued to fund the project, with debt service being funded from a 1.5% increase in the Admission Tax, a 5% Capital Improvements Fee charged on admission to events at the Civic Facilities Complex, and additional revenue from Civic Facilities operations.
- Fire/EMS Facility Improvements - \$947,640 - City Council recently approved a new EMS Fee Schedule that will generate additional revenue totaling \$147,640 in FY 2003. This revenue would be used to supplement \$800,000 currently included in the CIP for land acquisitions, design and partial cash funding of the first of three stations to be constructed. A future bond issue would be needed to fund construction costs, with the Fire-EMS revenues being used to repay the debt.
- Water Pollution Control - \$35,000,000 – City Council has been briefed on the need for plant improvements to enhance wet weather capacity. While the project is still in its early stages, total cost is estimated to be \$35 million, with Roanoke's share being approximately \$17.5 million. Financing details are still being discussed, but an estimated 30% increase in sewer rates in FY 2004 will be needed to fund the debt service payments required for this project.

Several actions are required of Council to continue implementation of the CIP at this time.

Recommended Action:

- Approve the following new capital projects recommended in this CIP update, requiring additional funding of \$49,300,000:
 - Civic Center Improvements - Phase II \$14,941,020
 - Fire/EMS Facility Improvements 947,640
 - Water Pollution Control (City share of project cost \$17,500,000) 35,000,000
- Appropriate \$757,640 included in the FY 2002-03 budget to the respective capital project accounts established by the Director of Finance for the following projects:
 - \$150,000 in the FY 2002-03 Transfers to an account to be established in the Capital Projects Fund for Bridge Maintenance Projects

The Honorable Mayor and Members of Council
May 13, 2002
Page 3 of 3

- \$147,640 in the FY 2002-03 to Capital Project Account (008-530-9678) for Fire/EMS Facility Improvements Program
- \$150,000 in the FY 2002-03 to Capital Project Account (008-530-9736) for NPDES Phase II - Stormwater Management
- \$310,000 in the FY 2002-03 Transfers to an account to be established in the Capital Projects Fund for Transportation Projects

Respectfully submitted,



Darlene L. Burcham
City Manager

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM02-00094

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending §32-217, Levied rate, of Article IX, Admissions tax, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, in order to increase the admissions tax on the stated admission charge to any place of amusement or entertainment from five (5) percent to six and one-half (6.5) percent; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 32-217, Levied rate, of Article IX, Admissions tax, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

§32-217. Levied rate.

A tax on the amount paid for the admission to any place of amusement or entertainment is hereby levied upon and shall be collected from every person who pays an admission charge to such place. The rate of this tax shall be six and one-half (6.5) percent of the stated admission charge for each person admitted or for each ticket sold. Except as otherwise provided in section 32-218, if any person is admitted free to any place of amusement or entertainment at any time when an admission charge is made to other persons, an equivalent tax is hereby levied upon, and shall be collected from, such person so admitted free of an admission charge, which tax shall be based on the price charged to such other persons of the same class for the same or similar accommodations.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.



Office of the City Manager

May 13, 2002

Honorable Ralph K. Smith, Mayor
 Honorable William H. Carder, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable C. Nelson Harris, Council Member
 Honorable W. Alvin Hudson, Council Member
 Honorable William White, Sr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Proposed Admissions Tax
 Rate Increase

Background:

Funding for Phase II of improvements of the Civic Center facility is recommended in the FY 2002-03 budget, including the construction of 32,000 square feet of new exhibit space, dressing rooms, kitchen facilities and other improvements that will attract new events and increase attendance. The total cost of Phase II is approximately \$14.9 million and a \$14.3 million bond issue is recommended to fund the project.

Considerations:

In order to generate adequate revenues to service debt on a future \$14.3 million bond issue that will support Phase II improvements to the Civic Center, a 1.5 percent increase in the City's Admissions Tax rate city-wide is being recommended in this budget. The administration recommends further that City Council request the 2003 General Assembly to allow a higher tax on civic facilities only.

Recommended Action:

Approve the attached ordinance amending Section 32-217 of the City Code increasing the admissions tax to 6.5%.

Respectfully submitted,

Darlene L. Burcham
 City Manager

Honorable Mayor and Members of Council
May 13, 2002
Page 2

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM02-00091

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending certain fees and charges, establishing certain new fees and charges with regard to subdivision and zoning fees, and amending the Fee Compendium, dispensing with the second reading of this ordinance, and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Subdivision and zoning fees shall be amended to include the following:

\$500.00	Amendment to conditions of a conditional rezoning
\$250.00	Appeal to the Board of Zoning Appeals of the zoning administrator's decision
\$100.00	Application for a special exception from the Board of Zoning Appeals for a parcel which is zoned for a residential use
\$200.00	Application for a special exception from the Board of Zoning Appeals for a parcel which is zoned for a commercial use
\$190.00	Application for a variance from the Board of Zoning Appeals
\$500.00, plus \$75.00 per acre, or any portion thereof	Review of a comprehensive development plan
\$400.00, plus \$25.00 per acre, or any portion thereof	Application for rezoning to a single family residential district designation

\$800.00, plus \$25.00 per acre, or any portion thereof	Application for rezoning to a multi-family residential district designation
\$900.00, plus \$25.00 per acre, or any portion thereof	Application for a rezoning to a commercial district designation or to an industrial district designation
\$1,000.00, plus \$25.00 per acre, or any portion thereof	Application for a rezoning to a planned unit development designation
\$100.00, plus \$25.00 per acre, or any portion thereof	Application for zoning a parcel to historic district designation
\$25.00	Application for review of Basic Development Plan and a zoning permit
\$150.00	Application for zoning verification
\$50.00, for 1-3 lots; \$220.00, plus \$50.00 per lot for over 3 lots	Review of subdivision plat

2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27,

1995, effective as of that date, shall be amended to reflect the new and amended fees with regard to subdivision and zoning fees.

3. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Ordinance.

4. The fees established by this Ordinance shall remain in effect until amended by this Council.

5. Pursuant to §12 of the Roanoke City Charter, the second reading of this Ordinance by title is hereby dispensed with.

6. This Ordinance shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.



May 13, 2002

Honorable Ralph K. Smith, Mayor
 Honorable William H. Carder, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable C. Nelson Harris, Council Member
 Honorable W. Alvin Hudson, Council Member
 Honorable William White, Sr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Proposed Planning
 Building and Development
 Fee Changes

Background:

In developing the budget for Fiscal Year 2002-2003, City departments were asked to reduce their budgets to help make up for the losses in state aid and find ways to re-engineer services to generate cost savings for their departments. Departments were also asked to look at their fee structures and, where feasible, propose fee schedule changes that recover the cost of providing services and maintain uniformity between Roanoke and other localities. Accordingly, an increase in various fees administered by the Planning Building and Development Department is being proposed.

Considerations:

The Planning Building and Development Department has recently completed a benchmarking effort to compare fees for services with other communities, along with a review of estimated labor costs for services. The current fees do not cover all expenses and have not been adjusted for approximately ten years. The recommended fee schedule, shown in Attachment A, attempts to recover costs of providing services and be competitive with other municipalities.

Along with increases in current fees to cover costs associated with providing these services, the Department is also recommending a new fee regarding requests for zoning classifications, allowed uses, and zoning compliance verification at a rate of \$150.00 per request. Currently, when financial lending institutions request information regarding any zoning and building violations on certain properties they are preparing to close on, the City conducts the research and prepares a written report free of charge.

Honorable Mayor and Members of Council
May 13, 2002
Page 2

Other localities charge a fee as high as \$200 to cover the costs associated with the verification process.

Recommended Action:

Approve the attached ordinance and amend the City's Fee Compendium to reflect the changes in various fees, as shown on the attached Exhibit A.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Darlene Burcham".

Darlene L. Burcham
City Manager

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM02-00092

EXHIBIT A**REVENUE ENHANCEMENTS**

	<u>Current</u>	<u>Proposed</u>
Planning and Building Inspection Fees		
• Amendments to Conditions of a Conditional Rezoning	\$50	\$500
• Appeal of Zoning Administrator to the Board of Zoning Appeals	\$75	\$250
• Board of Zoning Appeals – Special Exceptions	\$75	Residential \$100 Commercial \$200
• Board of Zoning Appeals – Variance	\$75	\$190
• Comprehensive Development Plan Review	\$100 per acre	\$500 + \$75 per acre
• Erosion and Sediment Plan Review	\$30 per acre	\$100 + \$50 per acre
• Rezoning Application	\$25-\$300 + \$10 per acre	Single Family Residential - \$400 Multi-Family Residential - \$800 Commercial - \$900 Industrial - \$900 Historic - \$100 Planned Unit Developments - \$1,000 + \$25 per acre
• Sign Permits	Ground - \$15-\$120 Wall - \$8-\$30 Projecting - \$5-\$20 Awning - \$15 Marquee - \$15 Street Clock - \$15 Temporary - \$30-\$45	Permanent - \$50 Temporary - \$30
• Subdivision Review	1-3 lots - \$50 Over 3 lots - \$50 + \$15/lot over 3	1-3 lots - \$50 Over 3 lots - \$220 + \$50/lot over 3

EXHIBIT A (Continued)**REVENUE ENHANCEMENTS**

	<u>Current</u>	<u>Proposed</u>
<u>Fee Increases (continued)</u>		
Planning and Building Inspection Fees (continued)		
• Zoning Permit	\$10	\$25
• Zoning Verification	\$0	\$150

SS
7/17/02

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges with regard to sign permits, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Sign permit fees shall be amended as follows:

Permanent Sign	\$50.00
Temporary Sign	\$30.00

2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the amended fees for sign permits.

3. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Resolution.

4. The fees established by this Resolution shall remain in effect until amended by this Council.

5. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending §32-192, Preparation and sale of stamps generally, of Article VIII, Cigarette tax, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, in order to eliminate the discount for local cigarette dealers with respect to the purchase of tax stamps as currently provided in that section; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 32-192, Preparation and sale of stamps generally, of Article VIII, Cigarette tax, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

§32-192. Preparation and sale of stamps generally.

For the purpose of making the stamps referred to in section 32-191 available for use by local dealers and other agents, the director of finance shall prescribe, prepare and furnish to the treasurer, and the treasurer shall sell, stamps of such denominations and quantities as may be necessary for the payment of the tax imposed by this article. The director of finance may, from time to time and as often as he deems advisable, provide for the issuance and exclusive use of stamps of a new design and forbid the use of stamps of any other design and he may make and carry into effect such reasonable rules and regulations relating to the preparation, furnishing and sale of stamps as he may deem necessary.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.



May 13, 2002

Honorable Ralph K. Smith, Mayor
 Honorable William H. Carder, Vice Mayor
 Honorable William D. Bestpitch, Council Member
 Honorable C. Nelson Harris, Council Member
 Honorable W. Alvin Hudson, Jr., Council Member
 Honorable William White, Sr., Council Member
 Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Proposed Revenue
 Changes

Background:

In the process of developing the Fiscal Year 2002-03 budget, each department was asked to consider means by which they could reduce their overall budget by decreasing expenditures and/or increasing revenues. These means would help to mitigate the impact of decreases in state aid and generate needed savings throughout the organization. In addition, departments were asked to review current revenue structures and determine if alterations would be possible or feasible to generate additional revenue and more closely mirror other localities.

A number of proposed revenue changes are incorporated in the Fiscal Year 2002-2003 budget, and are reflected in the budget ordinances presented for adoption for Fiscal Year 2002-03.

Considerations:

Elimination of Seller's Discounts

The City Treasurer and Manager of Billings and Collections have recommended the elimination of the Seller's Discount on Cigarette Taxes as well as the Seller's Discount on Prepared Food and Beverage Tax. Currently, Roanoke provides a 7% discount on the Cigarette Tax and a 3% discount on the Prepared Food and Beverage Tax. This discount originated as an incentive to vendors to help offset the administrative cost of remitting tax collections to the City Treasurer. This incentive to vendors is no longer deemed to be necessary to promote vendor compliance. Based on a review of seven designated benchmark localities, Roanoke is one of five localities that offers a discount on the Cigarette

Tax and one of four localities that offers a discount on the Prepared Food and Beverage Tax.

New Fees Authorized by the 2002 General Assembly

Senate Bill Number 693 has authorized localities to assess a sum not to exceed \$5 as part of the costs in each criminal or traffic case in which the defendant is convicted of a violation of any statute or ordinance. This sum is to be used to support courthouse security. However, these provisions expire on July 1, 2004.

Senate Bill Number 406 has authorized localities to charge a processing fee not to exceed \$25 to any individual admitted to a county or city jail following conviction. The funds are to be used by the local sheriff's office to defray the costs of processing arrested persons into local jails.

The General Assembly of Virginia has amended and reenacted the Code of Virginia to provide for required collection and DNA analysis of blood, saliva, or tissue of every person convicted of a felony offense. A fee of twenty-five dollars will be assessed as part of the costs of the criminal case resulting in the felony conviction and one-half of the fee will be paid to the general fund of the state treasury. No action by the City is necessary for this fee to be implemented.

New Fees Authorized by the Code of Virginia

The Code of Virginia provides that any city may collect administrative costs associated with debts submitted to the Department of Taxation for the Set-off Debt Collection Program. The Code provides for a fee of \$25 per claim. Roanoke submits 31,000 claims per year to the State Department of Taxation as part of the set-off debt collection program, however, payment of the claims is dependent on whether the debtor files a tax return and has a refund that is not "offset" by other creditors or localities. The \$25 fee per claim will offset the 4% administrative fee charged by the Commonwealth of Virginia for the set-off debt collection program. The Department of Billings and Collections recommends the institution of a fee of \$25 per claim.

The Code of Virginia also provides that any locality may collect a fee to cover the administrative costs of tax collection. The Code sets the fee at \$25 for taxes collected subsequent to judgment and at \$20 for taxes collected subsequent to filing a warrant or other legal document prior to judgment. The Department of Billings and Collection recommends the institution of the \$20 and \$25 fees for offset of administrative costs of delinquent tax collection.

Weed Lien Administrative Fee

Currently the City of Roanoke charges a \$100 administrative fee for the necessary abatement of weeds on private lots. The Code of Virginia allows for a fee of \$150 or 25% of the cost, whichever is less. The Department of Billings and

Honorable Mayor and Members of Council

May 13, 2002

Page 3

Collections recommends that the Weed Lien Administrative Fee be adjusted to be in accordance with the Code of Virginia.

Interest Accrual Date for Delinquent Real Estate Tax

A change in the interest accrual date for delinquent real estate tax is recommended to be consistent with personal property tax. Currently, the first installment of current fiscal year Real Estate Tax is due October 5. A 10% late payment penalty is applied on October 6 if the tax remains unpaid, and interest charges begin accruing on July 1 of the next year. The second Installment for the current fiscal year is due April 5 of the next year. A 10% late payment penalty is added on April 6 and interest charges do not begin until July 1. With personal property tax, interest begins accruing the first of the month following the tax due date. It is recommended that interest be applied to delinquent payments of real estate tax to begin accruing the first of the month following the tax due date, consistent with the method used for personal property.

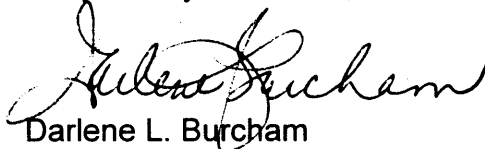
Late Payment Penalty for Parking Tickets

Currently the late payment penalty for parking violations is \$10 and has remained at this level for a minimum of 20 years. The late payment penalty is added to violations paid 10 days or more after issuance of the notice of violation. Since 1993, the fine for parking violations has increased twice with no parallel increase in the late payment penalty for those fines. The Department of Billings and Collections recommends the increase of the Late Payment penalty for Parking Tickets from \$10 to \$15.

Recommended Action:

Approve the attached ordinances amending the City Code to reflect the changes in various discounts, fees, interest accrual dates and fines as referenced above.

Respectfully submitted,



Darlene L. Burcham
City Manager

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

CM02-00093

EXHIBIT A**REVENUE ENHANCEMENTS**

	<u>Current</u>	<u>Proposed</u>
<u>Elimination of Seller's Discounts</u>		
Cigarette Tax	7%	0%
Prepared Food and Beverage Tax	3%	0%
<u>New Fees Authorized by the 2002 General Assembly</u>		
Courthouse Security Fee	\$0	\$5
Jail Inmate Processing Fee	\$0	\$25
DNA Sample Fee for Jail Inmates	\$0	\$25
<u>New Fees Authorized by the Code of Virginia</u>		
Delinquent Tax Collection Fee	\$0	\$20-25
Debt Set-Off Program Collection Fee	\$0	\$25
<u>Fee Increases</u>		
Weed Lien Administrative Fee	\$100	\$150
<u>Enhanced Collection Strategies</u>		
Interest Accrual Date for Delinquent Real Estate Tax	July 1 st of next tax year	First of next month
Late Payment Fine for Parking Tickets	\$10	\$15

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE repealing §32-291, Discount, of Article XIV, Tax on Prepared Food and Beverage, in order to eliminate the discount currently provided for sellers as compensation for the collection of taxes imposed by this Article; dispensing with the second reading of this ordinance; and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 32-291, Discount, of Article XIV, Tax on Prepared Food and Beverage, of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby REPEALED.
2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.
3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending Chapter 1, General Administration, of the Code of the City of Roanoke (1979), as amended, by the addition of a new §1-21, Courtroom security assessment, providing for assessment by the City of a fee to provide funding of courthouse security personnel, pursuant to §53.1-120, Code of Virginia (1950), as amended; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Chapter 1, General Administration, of the Code of the City of Roanoke (1979), as amended, is hereby amended by the addition of a new §1-21, Courtroom security assessment, which shall read and provide as follows:

§1-21. Courtroom security assessment.

As authorized by Section 53.1-120, Code of Virginia (1950), as amended, effective July 1, 2002, the clerks of the city's district and circuit courts, respectively, shall assess and collect the sum of \$5.00 as part of the costs in each criminal or traffic case in which the defendant is convicted of a violation of any statute or ordinance. Such sums shall be collected by the clerk of the court in which the case is heard, remitted to the city treasurer, and be held by the treasurer subject to appropriation by city council to the sheriff's office for the funding of courthouse security personnel. The provisions of this section shall expire on July 1, 2004.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending Chapter 1, General Administration, of the Code of the City of Roanoke (1979), as amended, by the addition of a new §1-22, Jail processing fee, providing for assessment by the City of a fee to provide funding to defray the costs incurred by the Sheriff's Department in processing arrested persons into local jails, pursuant to §15.2-1613.1, Code of Virginia (1950), as amended; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Chapter 1, General Administration, of the Code of the City of Roanoke (1979), as amended, is hereby amended by the addition of a new §1-22, Jail processing fee, which shall read and provide as follows:

§1-22. Jail processing fee.

As authorized by Section 15.2-1613.1, Code of Virginia (1950), as amended, there is hereby imposed on any individual admitted to the city jail following conviction a processing fee of twenty-five dollars (\$25.00). The fee shall be ordered as a part of court costs collected by the clerk, and deposited into the account of the city treasurer to be used by the city sheriff's department to defray the costs of processing arrested persons into local jails.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending Chapter 2, Administration, Article VIII, Finance generally, of the Code of the City of Roanoke (1979), as amended, by the addition of a new §1-178.3, Recovery of administrative costs, providing for collection by the City of certain administrative costs associated with collection pursuant to the Setoff Debt Collection Act on any debt owed the City, such fee not to exceed \$25.00, pursuant to §58.1-520.1, Code of Virginia (1950), as amended; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Chapter 2, Administration, Article VIII, Finance generally, of the Code of the City of Roanoke (1979), as amended, is hereby amended by the addition of a new §2-178.3, Recovery of administrative costs, which shall read and provide as follows:

§2-178.3. Recovery of administrative costs.

As authorized by Section 58.1-520.1, Code of Virginia (1950), as amended, the administrative costs associated with collection pursuant to the Set Off Debt Collection Act of any debt owed the city, not to exceed twenty-five dollars (\$25.00) shall be collected, in addition to the amount of delinquent debt collected pursuant to such Act.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending Chapter 2, Administration, Article VIII, Finance generally, of the Code of the City of Roanoke (1979), as amended, by the addition of a new §2-178.4, Assessment of delinquent taxpayers for administrative costs, providing for collection by the City of certain administrative costs to be assessed against delinquent taxpayers to defray costs associated with the collection process pursuant to §58.1-3958, Code of Virginia (1950), as amended; amending §33-22, Accounting for abatement costs, Article II, Weed and trash abatement, of Chapter 33, Vegetation and Trash, with respect to charges for administrative costs incurred in trash abatement; and dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Chapter 2, Administration, Article VIII, Finance generally, of the Code of the City of Roanoke (1979), as amended, is hereby amended by the addition of a new §2-178.4, Assessment of delinquent taxpayers for administrative costs, which shall read and provide as follows:

§2-178.4. Recovery of administrative costs.

If collection proceedings have been commenced by the treasurer or other tax official against any delinquent taxpayer, then in addition to all taxes, penalties and interest due, such taxpayer shall pay an administrative fee as provided in §58.1-3958, Code of Virginia (1950), as amended, to cover the cost of collection in the following amount:

- (a) Twenty dollars (\$20.00) if the total amount due is collected subsequent to the filing of a warrant or other appropriate legal document but prior to judgment; or
- (b) Twenty-five dollars (\$25.00) if the total amount due is collected subsequent to judgment.
- (c) One hundred and fifty dollars (\$150.00) or twenty-five percent (25%) of the collection cost, whichever is less, if the collection activity is to collect on a nuisance abatement fee; however, in no event shall the fee be less than twenty-five dollars (\$25.00).

2. Section 33-22, Accounting for abatement costs, of Article II, Weed and trash abatement, of Chapter 33, Vegetation and Trash, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

§33-22. Accounting for abatement costs.

The city manager shall keep an account of the cost of abating public nuisances and embody such account in periodic reports with assessment lists which shall be transmitted to the city clerk and the manager of billings and collections at convenient intervals. The copy retained by the city clerk shall be available for public inspection. The reports shall refer to each parcel as to which public nuisance was abated by description sufficient to identify the parcel, and specify and include an additional administrative fee as specified in §2-178.4 of this Code, to be assessed against the owner; the cost of abatement including but not limited to a minimum of two (2) hours labor as well as other reasonable charges for equipment; and interest authorized by this article.

3. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.

WMAH

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending §32-19, Penalty and interest on delinquencies - Generally, of Article II, Real Estate Taxes Generally, of Division II, Generally of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, in order to change the time of commencement for calculating interest on delinquent real estate taxes from July first of the tax year next following that for which such taxes are assessed to the first day of the month following the month in which such taxes are due; dispensing with the second reading of this ordinance and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. Section 32-19, Penalty and interest on delinquencies - Generally, of Article II, Real Estate Taxes Generally, of Division II, Generally of Chapter 32, Taxation, of the Code of the City of Roanoke (1979), as amended, is hereby amended and reordained to read and provide as follows:

Sec. 32-19. Penalty and interest on delinquencies--Generally.

(a) Any person who shall fail to pay to the city treasurer on or before October fifth and April fifth of each tax year the quarterly installment of real estate tax becoming due on or before such dates, respectively, as provided by section 32-18, shall be assessed by the treasurer and shall pay, along with such tax, a penalty of ten (10) percent of the amount of such unpaid tax installment.

(b) Interest at the maximum yearly rates authorized by general law of the Commonwealth, as provided for in §58.1-3916, Code of Virginia

(1950), as amended, commencing on the first day of the month following the month in which such taxes are due, shall be assessed and collected on the principal of and penalties on all taxes assessed by the city on real estate for each tax year, remaining unpaid, until paid.

2. Pursuant to §12 of the Roanoke City Charter, the second reading by title paragraph of this ordinance is hereby dispensed with.

3. This ordinance shall be in full force on and after July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending and reordaining subsection (e) of §20-76, Parking spaces reserved for persons with disabilities, of Code of the City of Roanoke (1979), as amended, and §20-89, Penalties for unlawful parking, of the Code of the City of Roanoke (1979), as amended, the amended sections to provide for the increase of certain penalties , and the adjustment of certain others, for unlawful parking within the City of Roanoke; and providing an emergency and for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke that:

1. The Code of the City of Roanoke (1979), as amended, is hereby amended and reordained by amending the following sections:

§20-76. Parking spaces reserved for persons with disabilities

* * *

- (e) The penalty for the parking violation established by this section shall be as set forth in section 20-89 of this chapter.

* * *

§20-89. Penalties for unlawful parking.

* * *

- (b)(1) Every person receiving written notice from a police officer that he has violated any of the sections of the preceding two (2) divisions of this chapter may waive his right to appear and be formally tried for the violation set forth in the notice upon the voluntary payment, as penalty and in full satisfaction of such violation, of the penalty set forth below. Such penalty shall be

paid to the city treasurer during the regular working hours of his office or through any other method established by city council for the routine payment of such penalties. For purposes of this subsection, penalties shall be deemed to have been "paid" when full payment therefor has been received by the city treasurer, regardless of whether such penalty is paid in person or is mailed. The city treasurer shall not be authorized to accept partial payment of penalties due. Penalties for parking violations shall be as follows:

Column 1 Section Violation	Column 2 PENALTY If paid within 10 days of the issuance by an officer of a notice of violation	Column 3 PENALTY If paid after 10 days of the issuance by an officer of a notice of violation
20-65(3); 20-65(6); 20-65(7); 20-65(10); 20-65(12); 20-65(13); 20-70; 20-72; 20-73; or 20-75	\$10.00	\$25.00
20-65(14); 20-68; or 20-69 (except subsection (m))	\$15.00	\$30.00
20-65(1); 20-65(2); 20-65(5); 20-65(8); 20-65(9); 20-66; 20-67; or 20-71	\$20.00	\$35.00
20-65(15)	\$25.00	\$40.00
20-65(4) or 20-74	\$33.00	\$48.00
20-69(m) or 20-76	\$125.00	\$140.00

- (2) If the applicable penalty listed in Column 2 is not paid within ten (10) days of the issuance by an officer of a notice of violation, a notice pursuant to section 46.2-941, Code of Virginia (1950), as amended, shall be sent by the city's office of billings and collections to the violator. Any violator to whom such notice is sent may pay the applicable penalty listed in Column 3 within five (5) days of receipt of such notice.

* * *

2. The Fee Compendium of the City, maintained by the Director of Finance and

authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the new fines to be charged for the aforesaid violations.

3. In order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist and this ordinance shall be in full force and effect as of July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges with regard to fire safety reinspections, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. The fee for fire safety reinspections shall be amended to \$33.00 per reinspection.
2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the amended fees for fire safety reinspections.
3. The fees established by this Resolution shall remain in effect until amended by this Council.
5. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.



May 13, 2002

Honorable Ralph K. Smith, Mayor
Honorable William H. Carder, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable C. Nelson Harris, Council Member
Honorable W. Alvin Hudson, Council Member
Honorable William White, Sr., Council Member
Honorable Linda F. Wyatt, Council Member

Dear Mayor Smith and Members of City Council:

Subject: Proposed Fee Schedule Changes

Background:

In developing the budget for Fiscal Year 2002-03, City departments were asked to reduce their budgets to help make up for the losses in state aid and find ways to re-engineer services to generate cost savings for their departments. Departments were also asked to look at their fee structures and, where feasible, propose fee schedule changes that maintain fee uniformity between Roanoke and other localities, while recovering the cost of providing services.

The recommended Fiscal Year 2002-03 budget incorporates a number of proposed fee structure changes recommended by the Department of Planning Building and Development, Fire-Emergency Medical Services, Solid Waste Management, and the Water Department. These proposed changes are reflected in the budget ordinances presented for adoption for fiscal year 2002-03.

Considerations:

Fire-EMS Fees:

Based on the results of a recent cost audit, the Fire-EMS department has recommended changes to fire safety inspection fees, fireworks and bonfire permits and system false alarm fees. Fire safety inspections are performed to ensure the safety of the building occupants and the general public. Routine fire safety inspections are performed free of charge. However, a fee is charged whenever a re-inspection is required to insure corrections of safety violations. Adjustments to the fee schedule, shown in Exhibit A, will

enable the department to improve services and maintain fee uniformity between the City and its surrounding localities.

The revised permit fee schedule also allows Fire-EMS to recover costs associated with the enforcement of the fireworks and bonfire permits. A permit is required for firework displays and a bond may be required for a bonfire. An Assistant Fire Marshal, who may also conduct an on-site inspection, reviews each fireworks permit application. Fire-EMS also has personnel on standby at bonfire events to ensure proper extinguishments.

A revised fee schedule is also recommended for system false alarms shown in Exhibit A. After conducting an analysis throughout the State of Virginia, Fire-EMS has developed the revised fee schedule in an attempt to encourage building owners to be more proactive in repairing system malfunctions, resulting in less repeat alarms from automatic electronic alarm systems.

Solid Waste Management

The current solid waste management fee structure for commercial and central business district customers generates \$40,000 to \$50,000 in annual revenue for a service that costs over \$300,000 for the City to provide. In an effort to be more representative of the cost of the solid waste collection services provided for commercial and central business district customers, a revised commercial collection fee is being recommended, as shown in Exhibit A. This proposed fee structure would provide businesses one free collection per week, charge for additional collections, and partially recover the cost of additional pickups. These businesses would then be provided a similar level of "free" service as residential customers.

Elevator Inspection Fees

After completing benchmarking with other localities and a review of estimated labor costs for conducting elevator inspections, the Department of Planning, Building and Development is recommending that the City discontinue providing elevator inspections. Many other localities in the surrounding areas have already moved away from providing this service due to rising insurance costs related to the liability associated with certifying the inspection. This new system would require private building owners to have elevator inspections performed by approved outside agencies or individuals – an elevator inspection permit will be issued authorizing this inspection. A certificate of inspection prepared by the inspector will be submitted to the department, as verification of inspection and a database will be established to monitor compliance with state mandates. City inspection staff would continue to inspect elevators in city-owned buildings.

Honorable Mayor and Members of Council
May 13, 2002
Page 3

Water Division Carvins Cove

With the rising recreational use of Carvins Cove, the Water Department is recommending several new fees for FY 2003 to offset increased maintenance costs related to increased usage. A new fee is recommended for all uses of the Carvins Cove facility, including hiking, biking, bank fishing, picnicking, horseback riding, and bird watching. The new fee structure, shown in Exhibit A, will enhance the vitality of the widely used natural reserve and reflect the actual cost of providing boat launch and boat rental services.

Recommended Action:

Approve the attached resolution and amend the City's Fee Compendium to reflect the changes in various fees, as shown on the attached Exhibit A.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Darlene L. Burcham". The signature is fluid and cursive, with a large initial "D" and "B".

Darlene L. Burcham
City Manager

Attachment

c: Mary F. Parker, City Clerk
William M. Hackworth, City Attorney
Jesse A. Hall, Director of Finance
Barry L. Key, Director of Management and Budget

#CM02-00090

REVENUE ENHANCEMENTS

	<u>Current</u>	<u>Proposed</u>
<u>Fee Increases</u>		
Fire-EMS Fees		
• Fire Safety Inspections	\$27	\$33
• Fireworks and Bonfire Permits	\$36	\$45
• System False Alarms	\$43	\$50 per alarm after 3 rd alarm/year; \$100 per alarm after 6 th alarm/year
Planning and Building Inspection Fees		
• Elevator Permit	\$0	\$25.25
Solid Waste Management		
• Commercial Collection Fees	Weekly Fees: 0-10 Containers \$0 11-25 Containers \$6 26-50 Containers \$9 51-100 Containers \$12 101+ Containers \$15 + \$3 for each additional 50 Containers	Monthly Fees: Central Business District - Restaurant/Office/ Financial - \$50 - Specialty Retail/Health/ Church/Nonprofit - \$30 Commercial - Restaurant/Office/ Financial - \$10 - Specialty Retail/Health/ Church/Nonprofit - \$10

EXHIBIT A (Continued)

REVENUE ENHANCEMENTS (continued)

	<u>Current</u>	<u>Proposed</u>
<u>Fee Increases (continued)</u>		
Water Division		
• Carvins Cove:		
Boat Launch Fees	Annual Permits:	Annual Permits:
	w/o Motor \$75	w/o Motor \$75
	< 10 HP Motor \$90	< 10 HP Motor \$90
	> 10 HP Motor \$100	
	Daily Permits:	Daily Permits:
	w/o Motor \$5	w/o Motor \$5
	< 10 HP Motor \$9	< 10 HP Motor \$9
	> 10 HP Motor \$12	
Boat Rental	14 ft. boats:	
	- \$3.50 per hour	\$4.00 per hour
	12 ft. boats:	
	- \$2.50 per hour	\$3.00 per hour
	- \$12.00 per day	\$13.00 per day
Natural Reserve User Fee (New)		Annual Permits:
		Non-resident \$30
		Resident \$15
		Daily Permits:
		Non-resident \$2
		Resident \$1

21-D

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges with regard to fireworks and bonfire permits, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. The fee for fireworks and bonfire permits shall be amended to \$45.00 per permit.
2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the amended fees for fireworks and bonfire permits.
3. The fees established by this Resolution shall remain in effect until amended by this Council.
5. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

411
IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges with regard to fire system false alarms, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. The fee assessed for fire system false alarms shall be amended as follows:
 - A. \$50 fee per false alarm shall be assessed whenever there are more than 3 false alarms at a given location within one year.
 - B. \$100 fee per false alarm shall be assessed whenever there are more than 6 false alarms at a given location within one year.
2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the amended fees for fire system false alarms.
3. The fees established by this Resolution shall remain in effect until amended by this Council.
5. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges with regard to refuse collection service for the Central Business District and Commercial Districts outside the Central Business District, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Refuse collection fees for the Central Business District and Commercial Districts outside the Central Business District shall be amended as follows:

<u>Central Business District</u>	<u>Monthly Fees</u>
Restaurant/Office/Financial	\$50.00
Specialty Retail/Health/Church/Nonprofit	\$30.00
<u>Commercial Districts outside the Central Business District</u>	<u>Monthly Fees</u>
Restaurant/Office/Financial	\$10.00
Specialty Retail/Health/Church/Nonprofit	\$10.00

2. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the amended fees for refuse collection service for the Central Business District and Commercial Districts.

3. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Resolution.

4. The fees established by this Resolution shall remain in effect until amended by this Council.

5. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

SJT

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION establishing a certain new fee and charge with regard to elevator permits, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke that a new fee be established with regard to elevator permits, as follows:

Elevator permit	\$25.25
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1. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the new fee for elevator permits.

2. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Ordinance.

3. The fees established by this Resolution shall remain in effect until amended by this Council.

4. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

551
4/17/02

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION amending certain fees and charges, establishing certain new user fees and charges, in connection with use of Carvins Cove Natural Reserve, amending the Fee Compendium, and providing for an effective date.

BE IT RESOLVED by the Council of the City of Roanoke as follows:

1. Boat rentals and fees charged at Carvins Cove Natural Reserve shall be as follows:

Service Charge:

Boat Launch Fees

Annual Permits

w/o motor -	\$75.00
< 10 hp motor	\$90.00

Daily Permits

w/o motor -	\$5.00
< 10 hp motor	\$9.00

Boat Rental:

14' Boats	\$ 4.00 per hr.
	\$ 8.00 (½ day - 5 hrs.)
	\$14.00 per day
12' Boats	\$ 3.00 per hr.
	\$ 7.00 (½ day - 5 hrs.)
	\$13.00 per day

Inspection Fees for Privately Owned Motors:

Electric	\$1.00
Gasoline	\$2.00

2. New user fees for all uses of the facility, with the exception of boating, charged at Carvins Cove Natural Reserve shall be as follows:

Service Charge:

Annual Permits per person	\$30.00 (non-Roanoke City Residents) \$15.00 (Roanoke City Residents)
Daily Permits Per Person	\$ 2.00 (non-Roanoke City Residents) \$ 1.00 (Roanoke City Residents)

3. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to reflect the new or amended user fees at Carvins Cove Natural Reserve.

4. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Resolution.

5. The fees established by this Resolution shall remain in effect until amended by this Council.

6. This Resolution shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

AN ORDINANCE amending the fee for review of erosion and sediment control plans, amending the Fee Compendium, dispensing with the second reading of this ordinance, and providing for an effective date.

BE IT ORDAINED by the Council of the City of Roanoke that the fee for review of erosion and sediment control plans be amended, as follows:

Review of erosion and sediment control plan	\$100.00, plus \$50.00 per acre, or any portion thereof
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1. The Fee Compendium of the City, maintained by the Director of Finance and authorized and approved by the City Council by Resolution No. 32412-032795, adopted March 27, 1995, effective as of that date, shall be amended to increase the fee for review of erosion and sediment control plans.

2. Resolution No. 32412-032795 is hereby amended to the extent and only to the extent of any inconsistency with this Ordinance.

3. The fees established by this Ordinance shall remain in effect until amended by this Council.

4. Pursuant to §12 of the Roanoke City Charter, the second reading of this Ordinance by title is hereby dispensed with.

5. This Ordinance shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

IN THE CITY COUNCIL OF THE CITY OF ROANOKE, VIRGINIA

AN ORDINANCE providing for certain supplemental benefits under the City of Roanoke Pension Plan to certain members of such Plan and certain of their surviving spouses; providing for an effective date; and providing for an emergency.

BE IT ORDAINED by the Council of the City of Roanoke as follows:

1. The retirement allowance payable on account of certain members of the City of Roanoke Pension Plan being defined in Paragraph 2 infra who retired on or before July 1, 2001, shall effective July 1, 2002, be increased by two and six tenths percent (2.6%) of itself, not including any incentive payments made under the Voluntary Retirement Incentive Program established by Ordinance No. 30473-41591, adopted April 15, 1991, and not including any Retirement Supplement established by Ordinance No. 34799-050900, calculated as of July 1, 2002.

2. The increase in benefits provided for in Paragraph 1 of this ordinance shall apply to the following categories of persons entitled to receive benefits under the City of Roanoke Pension Plan only:

- a. Any member of the Employees' Supplemental Retirement System (hereinafter "ESRS") or of the Employees' Retirement System (hereinafter "ERS") retired under §22.1-44, Normal Service Retirement, or under §22.1-62, Retirement and Service Retirement Allowance Generally, respectively, of the Code of the City of Roanoke (1979), as amended (hereinafter "City Code"); or

- b. Any member of ESRS or ERS retired under §22.1-47, Nonoccupational Disability Retirement Allowance, or under §22.1-65, Nonoccupational Disability Retirement Allowance, respectively, of the City Code; or
- c. Any member of ESRS or ERS retired under §22.1-48, Occupational Disability Retirement Allowance, or under §22.1-66, Occupational Disability Retirement Allowance, respectively, of the City Code; or
- d. Any member of the ESRS retired under §22.1-45, Early Service Retirement Allowance, or §22.1-46, Vested Allowance, or any member of ERS retired under §22.1-63, Early Service Retirement Allowance, or §22.1-64, Vested Allowance, of the City Code; or
- e. Any surviving spouse of a member, provided such surviving spouse is entitled to benefits under Article III, Employees' Supplemental Retirement System, or under Article IV, Employees' Retirement System, of Chapter 22.1, Pensions and Retirement, of the City Code, and further provided that the deceased member through whom the surviving spouse is entitled to benefits would qualify, if alive, under paragraph 2.a., 2.b., 2.c., or 2.d. of this ordinance; or
- f. Any member retired under Article V, Police and Fire Department Pension Plan as of December 31, 1945, of Chapter 22.1, Pensions and Retirement, of the City Code, or the surviving spouse of any such member.

4. In order to provide for the usual daily operation of the municipal government, an emergency is deemed to exist, and this ordinance shall be in full force and effect on July 1, 2002.

ATTEST:

City Clerk.

CITY OF ROANOKE
DEPARTMENT OF FINANCE
215 Church Avenue, S.W. Room 461
P.O. Box 1220
Roanoke, VA 24006-1220
Telephone: (540) 853-2821
Fax: (540) 853-2940

May 13, 2002

Honorable Ralph K. Smith, Mayor
Honorable William H. Carder, Vice Mayor
Honorable William D. Bestpitch, Council Member
Honorable C. Nelson Harris, Council Member
Honorable W. Alvin Hudson, Jr., Council Member
Honorable William White, Sr., Council Member
Honorable Linda F. Wyatt, Council Member

Re: Cost of Living Raise for Retirees - FY2003

Dear Mayor Smith and Council Members:

Eligible members of the City of Roanoke Pension Plan received a 3.0% cost-of-living adjustment (COLA) on July 1, 2001. This was the seventh consecutive COLA provided to eligible retirees. After discussions with other municipal retirement systems and our administration, we recommend the following:

Effective July 1, 2002, and payable July 31, 2002, we recommend a 2.6% increase to a member's or surviving spouse's annual retirement allowance. This increase does not apply to any incentive payments made under the Voluntary Retirement Incentive Program established by Ordinance No. 30473-41591, adopted April 15, 1991 or to the retirement supplement established by Ordinance No. 35327-050701, adopted May 7, 2001. The increase applies to those retirees who retired on or before July 1, 2001.

Approximately 1,392 of 1,454 retirees or 96% of those receiving benefits as of April 30, 2002 will be eligible for this increase. The average annual increase in retirement allowance is \$259 costing the pension fund an additional \$360,182 annually.

The actuarial cost of a 2.6% permanent COLA is estimated at \$3.2 million to be funded over the next 20 years through the annual payroll contribution rate.

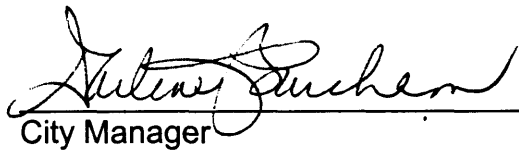
All City operating funds along with the Roanoke Valley Airport Commission, School Board, Roanoke Valley Resource Authority, Roanoke Valley Detention Commission, and the Commonwealth of Virginia will assume their pro rata share of cost for funding the COLA.

Honorable Mayor and Members
of City Council
May 13, 2002

Page 2

We recommend adoption of the accompanying ordinance granting a 2.6% cost of living raise for qualified retirees. We would be pleased to address questions regarding the proposed retirement allowance increase.

Respectfully submitted,


City Manager


Director of Finance

DLB/JAH:g
Attachment

c: William M. Hackworth, City Attorney
Mary F. Parker, City Clerk
Harold R. Harless, Acting Retirement Administrator

IN THE COUNCIL OF THE CITY OF ROANOKE, VIRGINIA,

A RESOLUTION paying tribute to the town and the townspeople of Crescent City, Florida.

WHEREAS, on Thursday, April 18, 2002, an Amtrak Auto Train carrying 452 people derailed just south of the Crescent City, Florida, killing four and injuring many; and

WHEREAS, William Robertson, founder of Camp Virginia Jaycee, Inc., in Blue Ridge, Va., and a friend to City Council, was one of the passengers injured; and

WHEREAS, the residents, merchants and students of Crescent City responded *en masse* to the scene of the crash, offering comfort, relief and aid to Mr. Robertson and the other victims in their hour of need; and

WHEREAS, the town's emergency response personnel clearly performed above and beyond the call of duty.

THEREFORE, BE IT RESOLVED by Council of the City of Roanoke that:

1. City Council expresses its deep appreciation to the town and the townspeople of Crescent City, Florida, for their overwhelming and self-sacrificing response to Mr. Robertson and the other victims of the April 18 Amtrak wreck.

2. The City Clerk is hereby directed to send an attested copy of this resolution to Mr. William Robertson and to the Town Council of Crescent City, Florida.

ATTEST:

City Clerk.